10 April 1956

## It is recommended that the PROCESSER be advised that:

- 1. Except for the 70mm record copy NEGATIVES, all other NEGATIVES be edited and the un-usable portions of the film destroyed. Labeling of edited film should show consecutive frame numbers but may not coincide with country frame numbers.
- 2. All NEGATIVES and POSITIVES, except 70mm, be supplied in 200' lengths on standard 200' spools (5-3/16" diameter) which are to be placed in standard aerial film spool containers, then wrapped in corrugated cardboard and placed in heavy-duty cardboard cartons measuring 5-15/16" x 5-15/16" x 11-1/8".
- 3. One hundred and thirty three (133) 9-1/2" x 18" PRINTS be shipped in a hinged 10-1/2" x 18-3/4" x 2" heavy-duty cardboard box with reinforced corners and 266 9-1/2" x 9-1/2" PRINTS be shipped in the same size cardboard box, but divided into two equal sections by means of a collapsible cardboard insert.

  (See Figure 1) NOTE: Sample to be provided by PROCESSER at earliest possible date. Contents of PRINT boxes to correspond to contents of matching POSITIVE spool.
- 4. 70mm NEGATIVES be supplied in 1000' lengths on spools 10-1/2" in diameter which are placed in standard aerial film spool containers (3 spools per container), wrapped in corrugated cardboard and placed in heavy-duty cardboard cartons measuring about 11-1/2" x 11-1/2" x 11-1/8".
- 5. If a 70mm POSITIVE is prepared at the PROCESSING SITE, POSITIVES be prepared on the turn-around printer and provided in 250' lengths, 9-1/2" wide, on spools 5-15/16" in diameter which would be packed in heavy-duty cardboard cartons measuring about 6-11/16" x 6-11/16" x 11-1/8".
- 6. 70mm PRINTS be prepared on the turn-around printer in two different sets one of even frames and one of odd frames -- each to be fan-folded into lengths containing 6 frames, placed in a hinged 10-1/2" x 18-3/4" x 2" heavy-duty cardboard box with reinforced corners. If this is not feasible, provide in 250' spools, which will include both odd and even sets of PRINTS; these spools to be placed in standard aerial film spool containers, wrapped in corrugated cardboard and placed in heavy-duty cartons measuring 6-11/16" x 6-11/16" x 11-1/8".
- 7. NEGATIVES be shipped at different times from the POSITIVES and PRINTS so that they will not be aboard the same conveyance. POSITIVES and PRINTS be shipped together, but in separate cases to allow for standardization of crating materials. POSITIVES and PRINTS to precede shipment of matching NEGATIVES.
- 8. Each cardboard carton, containing three standard aerial film spool containers of 70mm NEGATIVES, be placed in another heavy-duty cardboard carton and shipped expeditiously. Each cardboard container with 250: of 70mm POSITIVES, if provided according to Recommendation 5, be placed in another heavy-duty cardboard carton and shipped expeditiously. If 70mm PRINTS are

fan-folded, each box of PRINTS be placed in a heavy-duty cardboard carton and shipped expeditiously; whereas, if they are placed on 250' spools, each cardboard carton be placed in another heavy-duty cardboard carton and shipped expeditiously.

- 9. All non-70mm NEGATIVES and POSITIVES be crated in separate units of 16 cartons and placed in wooden cases about 12" x 25" x 25" in size, weighing approximately 130 pounds and banded with metal. (See Figure 2) NOTE: Smaller cases would be acceptable. All non-70mm PRINTS be crated in units of 6 boxes in wooden cases about 11" x 13" x 19" in size, weighing approximately 130 pounds and banded with metal. (See Figure 3) NOTE: Smaller cases would be acceptable.
- 10. Cases may be of the one-time shipping type, or a re-usable case may be used.
  - 11. The following titling and labeling procedures be adopted:
  - a. All titles be coded to conserve space; details regarding titling to be forwarded in near future.
  - b. One end of each spool, spool container (handle end) and cardboard carton be labeled with the following: (1) Type of material -NEGATIVE, POSITIVE or PRINT; (2) Camera number; (3) Mission number; (4) Inclusive frame numbers; and, (5) Security classification.
  - c. One end of each box of PRINTS be labeled with the following:
    (1) Camera number; (2) Mission number; (3) Inclusive frame numbers; and,
    (4) Security classification.
  - d. Shipping cases be dispatched in numeric sequence and marked to indicate: (1) Type of material; (2) Case number; and(3) Address. For example, N-1 could refer to the first case of NEGATIVES, P-15 to the fifteenth case of POSITIVES, and PT-23 to the twenty-third case of PRINTS.

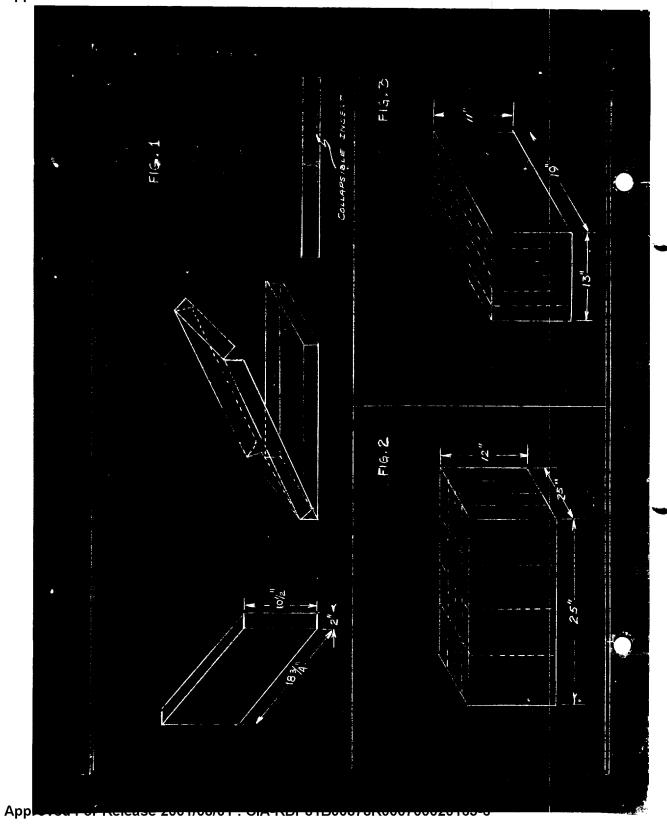
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\* additional details plus notes on Manifests supplied to as larufug with this paper.

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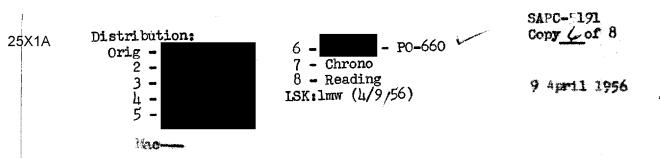


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## SCHEDULE OF FLIGHTS

Lv. Ar.	Los Angeles Chicago	11:30 P.M. 6:55 A.M.	(American 56)
Lv. Ar.	Chicago Rochester, N.Y.		(A.A.L. 778)
	Las Vegas Denver	8:55 P.M. 1:00 A.M.	(United 616)
	Denver Chicago	2:00 A.M. 6:15 A.M.	(United 604)
Lv. Ar.		8:20 A.M. 12:50 P.M.	(A.A.L. 778)
j.	!		
Lv. Ar.	Las Vegas Chicago	2:35 A.M. 11:45 A.M.	(United 638)
Lv. Ar.		1:00 P.M. 5:22 P.M.	(American 744)

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This letter is a resume of our talk while you were here on your last visit and our latest telephone conversations.

discrepancies between Ayuon's reported film footage and exposures and actual film footage calculated by their "machine speed multiplied by machine time" method. We understand from our last discussion with that communing 2 April 1956 film will be weighed prior to shipment East. This procedure will help eliminate major discrepancies in footage and consequently assist MK in improving quality of their processing and to a limited extent alleviate a part of the accountability question.

I am sure you are aware that weighing alone is not the full answer to the problem. Stringent accounting procedures will have to be initiated and enforced by your organization. Exposed film received by EX must tally with your records of film expended. Test group and detachment personnel must become aware of the fact that all film because it is EE and due to the security aspects must be accountable at all times.

Your various reports, i.e., Film Data and Svaluation Report, Film Flow Chart, and Film Log Book, are all in existence and can contribute to their request for greater accuracy of film inventory.

It is our understanding that considerable exposed film in various lengths are in existence at both the Sits and Hydon as a result of test programs undertaken by the Test Group and Detachment A. It is our suggestion that this material be surveyed and exposed film of no further use to either the Site or Hydon be destroyed. This destruction should be undertaken with the active support and advise of our Security people who will be notified by this Headquarters of the problem and the purpose of this suggestion. Our Security people will advise you only on security problems. The decision as to what to destroy is yours.

storage space for future test programs and give you an opportunity to start a more effective inventory plan. It is requested you report to us film destroyed and film retained.

DOCUMENT NO. 90

NO CHANGE IN CLASS. D

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NEXT REVIEW DATE:

AUTH: HR 70-2

DATE D7/24 ( DOCUMENTS): 010256

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